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Columbia University

in the City of New York

WAR EMERGENCY COURSES FOR STUDENTS IN TEACHERS COLLEGE

May 20 to 29

Teachers College expects her students to do their bit this summer toward winning the war. The special lectures and condensed courses announced in this bulletin have been arranged especially for Teachers College students with the aim of preparing them to engage in some of the opportunities for war emergency service open during the summer vacation.

These courses take the place of the regular college work for the last two weeks of the present semester.

Each course aims to be thoroughly practical. These courses supplement the regular work of the year by an intensive study of the special problems and duties connected with the several types of war service now open.

The chief opportunities available for Teachers College men and women this summer are as follows :

1. American Red Cross work.
2. Y. M. C. A. and Y. W. C. A. and overseas service.
3. The training of boy and girl scouts.
4. Day nursery and playground work for young children.
5. The organization of club work for young women.
6. Teaching housewives food preservation, the new economic cookery, wartime dietetics, the preservation and the renovation of clothing, and household thrift.
7. Teaching mothers child conservation and the care of infants.
8. The promotion of social hygiene in wartime.
9. Automobile mechanics and repairing.
10. Agricultural work.
11. Physical reconstruction work in hospitals.
12. Social recreation for war centers and cantonments.
13. Patriotic propaganda through public speaking concerning war savings, liberty bonds, and food conservation.

The courses outlined in this bulletin give either full preparation for the above activities or tell one exactly how to get such preparation as may be necessary beyond that offered by Teachers College.

A students' committee has been canvassing the students of Teachers College to learn their vacation plans concerning war service work this summer. The result of this canvass indicates that practically every regular student of Teachers College is planning to devote from one to three months of the coming summer to war service of some one of the kinds described in this bulletin.

For details concerning registration for emergency courses, see the following page.

By Transfer
JAN 17 1919

THE SCHOOL OF EDUCATION AND THE SCHOOL OF PRACTICAL ARTS

May 20, 21, 22, 23, 24, 25, 27, 28, 29, 1918

Concerning Examinations.—The emergency courses and lectures announced in this bulletin will take the place of regular examinations scheduled for May 20-31, except for students on probation and others whose records have been unsatisfactory to their instructors during this college year. Such students are advised to attend as many emergency courses as possible, but will be required to take special examinations on May 24, 25, 27, 28. A bulletin of these examinations will be posted on the board facing the Teachers College post-office boxes on May 23.

Number of Hours Required.—All Teachers College students registered for over 11 points in this Session are required to attend a total of at least 32 hours of emergency lectures and courses between 9 a. m., May 20, and 5 p. m., May 29. Part-time students registered for more than 6 and less than 12 points will be required to attend at least 16 hours, while those registered for less than 7 points should attend 6 or 8 hours. The Director of either School may, for reasons of weight, permit individual students to substitute other programs of work. The above does not apply to part-time students in Saturday and evening classes which the instructors decide to meet as usual. There is no maximum limit of hours for any Teachers College students who wish to attend more than is required by the rule stated above.

Reports of Attendance.—Each student is expected to report the total of hours of attendance in emergency courses. Such reports should be left in a box at the Registrar's window between 2 and 5 on May 28 or between 9 and 5 on May 29. Reports will not be accepted before noon of May 28 unless countersigned by the Registrar, the Secretary, or one of the Directors of the College.

Credit for Courses.—Students who report the required number of hours for emergency work and whose class records were satisfactory up to May 20 will receive regular credit for the courses for which they are registered in this Session.

Registration for Emergency Classes.—Registration for certain limited classes will be made by the instructors between 11.30 and 12.30, 3 and 5 on Friday, May 17. For all other classes registration will be made at their first meetings on Monday, May 20

Watch the Bulletin Board near the main entrance, May 20-29. It may announce special lectures, changes of hours and rooms, and other information of interest to you.

May 25 is the last day for registration for Summer War Service. Call at the desk in Room 107 T. C. and register what you plan to do with your summer vacation.

Lectures on Opportunities for War Service for Women

1, Horace Mann Auditorium.

May 13. Opportunities for Service through the American Red Cross.

(a) General Survey of Opportunities (30 minutes). Miss
MARTHA DRAPER.

(b) Home Service Work (30 minutes). Mrs. JOHN GLENN.

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- May 14. Opportunities for Service through Scouting.
(a) Girls; (b) Boys. Dr. FRETWELL.
 - May 15. Opportunities for Service through the Women's Land Army of America. Miss LOUISE PETERS.
 - May 16. Opportunities for Home and Overseas Service under the Y. W. C. A. and Y. M. C. A.
(a) General View (40 minutes). Miss KATHERINE SCOTT.
(b) Canteen Service under the Y. M. C. A. (20 minutes). Mrs. LEWIS SLADE.
 - May 17. Patriotic Propaganda. Professor SNEDDEN.
 - May 20. Opportunities for Service through the Child Conservation Movement. Dr. JOSEPHINE BAKER.
 - May 21. Opportunities for Service through the Patriotic Service League. Miss KATHERINE POTTER.
 - May 22. Opportunities for Service through Government and other positions.
(a) Federal Employment Bureau. Mrs. C. R. RICHARDS.
(b) Opportunities for Women in the War Department.
 - May 23. Opportunities for Service in Nursing. Professor STEWART.
 - May 24. Opportunities for Service in Home Economics Extension.
(a) City Extension Service. Professor VAN ARSDALE.
(b) Rural Extension Service.
 - May 27. Opportunities for Service through Physical and Occupation Therapy (each 15 minutes). Professor DEAN, Miss JOHNSON, and Miss DREW.

Opportunities for Men
(See May 14, 16, 17, above.)

Special Lectures

The War Savings Campaign. Professor STRAYER.

9, May 20. Room 411 T. C.

Budgets and Savings. Professor ANDREWS.

9, May 21. Room 411 T. C.

The Principles of Saving, including War Savings and Liberty Bonds. Professor UPTON.

9, May 22. Room 411 T. C.

National Ideals in American Literature. Professors BAKER and ABBOTT and Dr. COOK.

10, May 20-29. Room 232 Macy.

Foreign School Systems with Reference to the War. Dean RUSSELL, Professor MONROE, and Dr. KANDEL.

11, May 20-25. Room 330 Macy.

Geographical Background of the War. Professor McFARLANE.

1:10, May 20-24. Room 411 T. C.

The World Crisis of Today in the Light of History. Professor GAMBRILL.

4:10, May 20-24. Room 411 T. C.

War Activities in Public Schools (to be announced on bulletin boards).

Social Hygiene and Moral Problems of Wartime. Dr. JOSEPHINE HEMENWAY KENYON.

May 20, 21, and 22, at 4:10 in Horace Mann Auditorium.

These lectures will be addressed primarily to women of seventeen to twenty-two years, but maturer women interested in social hygiene work are invited to attend. These lectures are under the auspices of the National Board of Y. W. C. A.

On May 23, 24, 27, 28, and 29 at 4:10, Dr. Kenyon, Professor Bigelow, and Miss Stackpole will lecture and conduct discussions of the social-sex problems now demanding attention of those engaged in Y. W. C. A., settlements, visiting nursing, and other kinds of education work. These last five lectures and discussions are *open only to mature women who* are especially interested in helping the social hygiene movement.

Social Recreation for War Conditions. Miss COLBY. See Physical Education E1.

Red Cross First Aid. Dr. WOOD. See Physical Education E2.

Play Activities of Children. Professor HILL.

2:10-4, May 20. Room 221 T. C.

Recreational Music. See Music.

Care and Conservation of Children. Dr. KENYON and Dr. BAKER.
See Nursing.

Patriotic Propaganda through Public Speaking

In many parts of the country and among certain sections of the population, the actual objects of the war and the critical nature of the issues involved are not clearly understood. Men and women of some maturity and experience in public speaking will be assisted through these courses to equip themselves to give direct and forcible short or long talks on these issues, where opportunities are afforded, in schools, churches, political gatherings, and other places of public assemblage.

Patriotic Propaganda E1—Subject Matter and Methods of Public Talks. Professor SNEDDEN.

10-12 daily, May 20-29, inclusive. Room 411 T. C.

Topics will include: Some of the vital issues to be discussed; kinds of local ignorance; making a short talk count; finding audiences; reaching the audience; devices in discussion.

Opportunities for service will be afforded through the Four Minute Men under the National Security League.

Patriotic Propaganda E2—The use of the Voice in Lecturing and Public Speaking. Professor LATHAM and Miss CENTER.

Section I: 8, daily. Room 232 Macy.

Section II: 9, daily. Room 232 Macy.

Ten lessons in breath control; economy of effort in the use of the throat, and ease in making the voice carry. The course is planned for those who expect to do emergency speaking and lecturing.

Patriotic Propaganda E3—The World Crisis of Today in the Light of History. Professor GAMBRILL.

4:10, May 20-24. Room 411 T. C.

This course attempts to make a contribution to intellectual preparedness by considering the deep-lying causes and issues of the Great War, the roots of the accompanying social unrest, the opportunity of the United States, and the problems of reconstruction.

Patriotic Propaganda E4—Geographical Background of the War. Professor McFARLANE.

1:10, May 20-24. Room 411 T. C.

Geography and the War. The World's Grain Crops. The World's Meat Supply. From Producer to Consumer. Clothing: What of the Future?

Fine Arts

Fine Arts E1—Patriotic Propaganda through Posters and Printing. Experiments and shop-work. Professor Dow, Miss TANNAHILL, and Mr. MARTIN.

9-11.50, daily, May 20-27 inclusive. Room 431 Macy.

A short course in printing, posters and cards from linoleum and wood blocks. Demonstration with a large printing press, a copying press, and a home-made press.

The department will furnish black ink, rollers, and paper for proofs. Linoleum, wood blocks, knives, gouges, colored papers, and other materials to be provided by students.

Open only to those who have had one year's work in *design, lettering, and drawing*, and who are familiar with the use of tools.

Emergency Courses in Languages

French E1—Conversation. Dr. HARVITT.

Section I: For students who have had French A or its equivalent. Daily, 10. Room 211 T. C.

Section II: For those who have had French B or its equivalent. Daily, 11. Room 211 T. C.

Drill in everyday phrases useful for students intending to do reconstruction, cañteen, or nursing work in France.

French E2—Pronunciation. See Addendum, page 11.

German E1—Conversation. Mr. BACH.

Daily, 10. Room 130 Macy.

For students who expect to undertake war work which may require familiarity with the German language. Open only to students who have had at least one year of German.

Girl Scouting

Scouting E1—Girl Scouting. Dr. FRETWELL, Mr. STETSON, and specialists.

9-12 and 2-6, May 20-29, inclusive.

There will be nine days of scouting for all women who are interested in Scouting as a national service. The women will be organized into Girl Scout troops. Opportunity will be provided for all to pass second-class Scouting tests. Scouting activities will be conducted with just enough theory to make clear the aim of the Movement, and the work that is being attempted.

General Daily Plan

9. Scouts assemble, Thompson Gymnasium.

Formal opening of troop meeting, including Scout promise, Scout laws, inspection, presentation of colors, pledge of allegiance to flag.

9:20-9:30. The Scouting idea for the day.

- 9:30-10. Instruction and practice for passing tenderfoot and second-class requirements.
- 10-11, May 20-23, inclusive. Cooking. Professor VAN ARSDALE and Miss SHAPLEIGH. Room 200 T. C.
- May 24, 25, and 27. Plays, games, and folk dances. Miss YUNCK. Thompson Gymnasium.
- May 28 and 29. Home nursing and first aid. Professor STEWART and Miss HUDSON. Room 53 H. A.
- 11:30-12. Present war activities of girl scouts presented by representative leaders of the Girl Scout Movement.
- 2-5. Out-of-door activities—Palisade or Van Cortlandt Park. On successive days these activities will be stressed: Hiking. Drill in marching and troop formation. Tree identification and tree games. Bird study. Signalling and signalling games. Route sketching and map making. Fire making and fire building.
- 5-6. Cooking and eating supper in the open with camp fire talk and "sing" will alternate with a swim in the pool, Thompson Gymnasium. Mr. HOLM, Mrs. SWAIN, and Miss NIER will direct the swimming.
6. Troop Review and Dismissal.

Wartime Play Activities of Young Children

Organization for guarding and directing the play of young children during the war. For children of two or three to ten years. Organizations considered: Play Schools, Play Grounds, Vacation Homes, Out-of-door Classes and Clubs, Story Clubs, Dramatic Clubs, Sewing and Knitting Clubs, Kitchen Gardens, and Day Nurseries.

Daily, 2:10-4. Room 221 T. C. Sat., May 25, 10-11:50.

- May 20. (a) Instincts and Play Activities of Children from Two or Three to Ten Years. (b) Organizations for the Preservation and Development of Play Activities. Professor HILL.
- May 21. Playground Activities and Organization for Young Children. Observation in Experimental Playground. Miss RANKIN.
- May 22. Plays and Games for Young Children. Miss BURKE.
- May 23. Songs and Music for Play Activities. Miss ROBINSON.
- May 24. Play Materials for Young Children—Play Apparatus and Toys. Miss GARRISON.
- May 25. Play Materials for Young Children—Handwork with Special Reference to Toymaking. Miss BROWN.
- May 27. Stories for Young Children with Special Reference to the Hero Tale. Miss MOORE.
- May 28. The Day Nursery. Mrs. CLYDE FURST and Miss GIFFORD, of Kips Bay Day Nursery.
- May 29. The Family under War Conditions. Miss ATKINSON.

Club Work for Girls

The general plan of the club work for girls and young women will be presented by Miss AGNES WILSON and Professor COOLEY, May 20 and 21, 12-12:30. Room 101 H. A.

The following courses are suggested for those interested in the work of the "Eight-weeks Clubs" and general club work for girls organized under the auspices of such as the Y. W. C. A., Cookery, Nutrition, Clothing, Administration, Recreational Music, Social Recreation (Physical Education), Social Hygiene, Surgical Dressings (Nursing E3).

Practical Arts Courses

(Cookery, Nutrition, Clothing, Administration, Household Economics, Automobile Mechanics, Music, Nursing and Health, Physical Education.)

Cookery

Cookery E1—Food Conservation. Professor VAN ARSDALE.

9-9:50, May 20 to 23, inclusive. Room 200 T. C.

This course will consist of lectures on the general problems involved in present day food thrift and will include a presentation of the general food situation and the organization for food conservation under the Federal, State, and City Government. This course should be followed by Nutrition E1, which is to be given at the same hours, beginning May 24.

Cookery E2—Food Preservation. Miss PEACOCK and Miss STONE.

Section I: 2:10-4, May 20-23, inclusive. Room 200 T. C.

Section II: 10-11:50, May 24-28, inclusive. Room 200 T. C.

This course will aim to present by means of lecture demonstrations the general principles of food preservation, laying stress on the various methods of canning and drying. It is primarily intended for students who are inexperienced in this field of work.

Cookery E3—Laboratory Practice in Food Preservation. Miss PEACOCK and Miss STONE and Mrs. GUNN.

Section I: 2:10-4, May 20-23, inclusive. Room 206 H. A.

Section II: 10-11:50, May 24-28, inclusive. Room 206 H. A.

This course is intended for students who are acquainted with the general principles of canning and drying and who wish further practice in experimentation and demonstration in order to equip themselves for immediate field work. The laboratory will be open for individual practice under the direction of instructors; in so far as is possible students may pursue the individual problems in which they are most interested.

Cookery E4—Demonstrations in Scout Cookery. Miss SHAPLEIGH.

10-10:50, May 20-23, inclusive. Room 200 T. C.

This course will emphasize the use of simple utensils in some of the fundamental processes of cookery for meals in the open.

Cookery E5—Demonstrations in the New Cookery. Miss SHAPLEIGH.

2:10-4, May 24-29, inclusive. Room 200 T. C.

This course will consist of lecture demonstrations to acquaint students with the use of so-called "substitutes" in cookery. It will include a discussion of new and old

standards, and the general principles involved in adapting taste to the wider use of the food materials permitted by the Food Administration.

Cookery E6—Laboratory Practice for Food Conservation. Miss COLMAN and Miss FRENCH.

May 20-29, inclusive. Daily from 10-11:50. Room 205 H. A.

This course is intended to furnish an opportunity for students who wish to render service in testing and standardizing recipes to be used in demonstration centers under bureaus of food conservation. It should be elected by students who have had enough practice in cookery to be admitted to Household Arts 131.

Nutrition

Nutrition E1—Nutrition in Wartime. Professors SHERMAN and ROSE.

9-9:50, May 24, 25, 27, 28. Room 400 T. C.

This course will consist of lectures on the fundamental principles of nutrition, the selection of a suitable diet, and the effect of food conservation measures upon health. It is to be taken as a continuation of Cookery E1, given at the same hours on May 20 to 23, inclusive.

Clothing

Clothing E1—Dressmaking, Renovating and Repairing Garments.

Laboratory work. Miss WILMOT, Miss HALLETT, Miss BALDT, Miss WHITE, and Miss EVANS.

9-11:50; 2:10-5, daily, May 20-29. Room 305 H. A.

At least eighteen hours of work are required.

Students who have had no experience in sewing at home or in school are advised not to attempt the work of this course.

I—Discussions and demonstrations to give suggestions for the use of leaders of war savings groups for home workers.

II—Actual problems in renovating and repairing.

Some garments needing renovating will be supplied by the department. Students wishing to bring their own dresses for suggestions and for remodeling may do so. All garments must be brought to the department at least three weeks before the beginning of the course for examination and a decision as to their value for renovating.

All students taking this course are urged to combine with Administration E1 in order to get a complete problem in cleaning, repairing, and remaking.

Clothing E2—Millinery. Renovating and Retrimming Hats. Laboratory work. Mrs. TOBEY and Mrs. NELSON.

9-11:50; 2:10-5, daily, May 20-29. Room 302 H. A.

At least eighteen hours of work are required.

Students who have had no experience in millinery are advised not to attempt the work of this course.

The courses includes: I—Discussions and demonstrations to give suggestions for the use of leaders of war savings groups for home workers.

II—Actual problems in renovating and retrimming.

Some hats needing renovating will be supplied by the department. Students wishing to bring their own hats for suggestions and for renovating may do so. All hats must be brought to the department at least three weeks before the beginning of the course for examination and a decision as to their value for remodeling.

Clothing E3—Clothing Economics. Mrs. MCGOWAN.

10-11:50, May 20, 22, 24. Room 515 H. A.

(1) Economics of purchasing clothing; careful planning; knowledge of textiles; readymade vs. homemade garments; bargain sales; conservation of wool—substitution

of other fabrics, etc. (2) Care of clothing; daily and special care, including dyeing. (3) Household economics in the use of cast-off textile material not suitable for making over into clothing. (4) Household tests for textile fabrics.

Household Administration

Administration E1—Renovating and Thrift in Housekeeping. Miss BALDERSTON and assistant.

10-11:50, May 20, 21, 22, 23. Room 53 H. A.

This course offers practical suggestions in applying conservation to many phases of housekeeping. It also includes spotting, sponging, and cleaning of garments. Students may bring any clothing to be renovated by laundry methods.

It is recommended that students take this as preliminary or parallel to Clothing E1—Renovation of Garments. This course will aim to prepare students to give demonstrations and talks on renovation of garments in community centers.

Administration E2—Dietitians for War Service. Miss FISHER.

4:10, May 20 and 21. Room 53 H. A.

This course will suggest opportunities to students who are or will be interested in the work of the administrative dietitian. Qualifications and training for this work will be discussed in addition to the opportunities for service in base hospitals here and abroad, for which there is the greatest demand.

Household Economics

Economics E1—Elements of Accounting, with Reference to the Household. Professor ANDREWS.

Daily, 10-11:50. Room 222 T. C.

This course gives a rapid survey of the elements of accounts, with practice in bookkeeping. While special attention is given to household and personal accounts, it will serve as an introduction to "bookkeeping" and financial records in emergency work of various kinds which students may undertake. This course will be of interest to students who undertake extension work in home economics, and consultancy work with housekeepers, and to any students desiring to understand the principles of debit and credit, journal and ledger, profit and loss statements, balance sheet, and the budget. Class work two hours daily; outside reading and practical work, four hours daily. Textbook: Rittenhouse, Elements of Accounts. Order in advance.

Household Arts Education

Household Education E1—Demonstrations and Lectures on Conservation Problems. Under the direction of Professors COOLEY, WINCHELL, and SPOHR, and Miss MARSHALL.

Daily, 9-9:50, May 20-29, inclusive. Rooms 130 and 236 Macy, 101 H. A., and 211 T. C.

This course is open to all students in Household Arts Education courses and to experienced Household Arts students who are accepted by the instructors. It will offer practical suggestions for presenting conservation facts to audiences under varying conditions.

Physics

Physics E1—Automobile Mechanics. Mr. GOOD, Mr. TRAUTH, Mr. COMBES, Mr. VON HOFE, Mr. MEISTER and others.

Section I: 10-11:50, May 20-29, daily. Room 408 T. C.

Section II: 2:10-4.

Nine lectures and nine laboratory exercises dealing with the construction, operation and care of the automobile. The work will include,—running the engine, manipulating

the gears, assembling and dissembling parts of the mechanism, locating and correcting troubles in connection with an introductory study of engines, carburetors, cooling systems, ignition systems, clutches, transmissions, and the differential.

This course has been designed primarily for the beginner. It will require approximately two hours of outside reading each day.

Recreational Music

Professor FARNSWORTH, Mr. KRAFT, Mrs. COWL, and others.

Music E1—Vocal; Making Music.

Daily, 5:10. Milbank Chapel.

Practice of National, Folk, and Army and Navy songs with directions for getting and using them.

Music E2—Instrumental; Listening to Music.

Daily, 11. Milbank Chapel.

The aim of the course is to show how, by good choice of music and guidance towards intelligent listening, the enjoyment of music is increased, and its effective re-creative power heightened. The work should have both social and therapeutic value. Illustrations with piano and talking machine.

Nursing

Nursing E1—Care of Children. Dr. KENYON.

Daily 9, May 20-25, inclusive. Room 330 Macy.

A short course of lectures and demonstrations on the essentials in child care, with special reference to the care, feeding, and management of babies and the prevention, symptoms, and care of the common disorders of childhood. Deals with feeding, clothing.

A short course of lectures which deal with community efforts for reduction of ing, exercise, sleep, surroundings, etc., and with nursery emergencies.

Nursing E2—Conservation of the Nation's Children in Wartime. Dr. BAKER.

9, May 27-29, inclusive. Room 330 Macy.

A short course of lectures which deal with community efforts for reduction of infant mortality and methods of cooperation with the National Children's Bureau.

Nursing E3—Surgical Dressings. Work in Social Room of Teachers College each forenoon. 16 to 20 students. Miss COHEN in charge.

An afternoon section will be formed if 20 students apply before May 20.

Home Nursing for Girl Scout Leaders. (See under Scouting.)

Social Hygiene. (See under Special Lectures.)

Physical Education

Physical Education E1—Social Recreation for War Centers and Cantonments. Miss COLBY and others.

2:10-3, daily. Lectures and discussion. Room 164 Thompson.

3:10-4, daily. Demonstration and practical work. Thompson Gymnasium.

This course will take up the problems involved in providing a social program for soldiers, sailors, and women war workers.

The lectures will be given by persons who have had practical experience in this field. There will be discussions of the psychology of such gatherings, the practical handling of large and small groups, and the selection of suitable activities.

The practical hour will be used to try out these activities and to demonstrate typical evening programs. All will be required to take part.

Physical Education E2—First Aid, Red Cross Course. Dr. WOOD.

10-11:50, daily. Room 125 Macy.

Physical Education E3—Preparation for Physical Reconstruction Work. Miss DREW.

1 hour lecture daily, 10. Room 252 Thompson; and 6 hours practice in New York Orthopedic Hospital.

Theory and practice massage and remedial exercises.

Limited to 20 students who must have permission of the instructor before registering for this course.

Physical Education E4—Physical Preparation for Agricultural Work.

2:10-3, daily. Thompson Gymnasium.

3:10-6, hikes in groups under leadership of advanced students in Physical Education.

Addendum

French E2—Elementary French Conversation and Pronunciation for Beginners. Professor BALLARD.

9, May 20-29, inclusive. Room 325 T. C.

This course aims to put students in the way of acquiring a good French pronunciation to be improved by practice.

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